

**Winona County  
Criminal Justice Coordinating Council**

**2016 Minutes**

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**JANUARY 6, 2016**  
**THE KENSINGTON BANQUET ROOM**

**Members Present:** Justin Green (Public Member); Marie Kovecsi (Winona County Commissioner); Rená Patterson (Corrections' Supervisor); Ron Ganrude (Winona County Sheriff); Fatima Said (Public Member); CJCC Chair Karin Sonneman (Winona County Attorney); Steve Buswell (Jail Administrator); Kurt Knuesel (Winona County Bar Association); Beth Wilms (Winona County Community Services); Mike Flaherty (Assistant Winona City Attorney); The Honorable Nancy Buytendorp (Winona County District Court Judge).

**Members Absent:** Darlene Larson (Acting Court Administrator); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Ken Fritz (County Administrator). Christine Ledebuhr (Assistant Public Defender); CJCC Vice-Chair Judy Gilow (Public Member); Travis Volkman (Goodview Police Dept.); Mark Roubinek (Supt., St. Charles Public Schools); Gerry Krage (City of Winona Council).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant County Attorney); Preston Selleck (Public Defender's Office); Tom Williams (Winona Police Department; proxy for Paul Bostrack), Garrett Crowley (Iowa State student).

Minutes by Kalene Engel.

- 1) **Call to Order & Introductions:** 12:05 p.m.
- 2) **Review/revise/approve Agenda for January 6, 2016:** Approved with two additions: information item by Rená Patterson and information item by Karin Sonneman.
- 3) **Review/revise/approve draft Minutes from December 2, 2015:** Approved without changes. All 2015 CJCC and Committee minutes are available on the CJCC website at [www.winonacountycjcc.org](http://www.winonacountycjcc.org).
- 4) **Information Items:**
  - a) **Southeast Minnesota Rural Education and Resource Center (Justin Green):** The SMRERC is a 501(c)(3), not-for-profit organization that was formed 30 years ago during the midst of the farm crisis. Currently located at 106 East 11<sup>th</sup> Street in St. Charles, the Center is moving to 1244 Whitewater Avenue in St. Charles in the very near future. The Center runs a food shelf which currently feeds approximately 500 people per month (125 families), including a food backpack program through the school. The food shelf rules are the same as those at Winona Volunteer Services and a family can only be a member of one or the other, but not both. The Center also provides emergency assistance using funds from Winona Community Foundation under the same guidelines as Volunteer Services. Funding for the food shelves comes from Winona County, FEMA and area churches. Proceeds from the thrift store pays the wages of the five member staff (2.0

full time equivalent) and utilities. The Center also functions as a referral service to other resources, including Winona County Community Services. Once the Center moves to its new location, it hopes to add a used furniture store to its offerings. Justin Green became the director in April with the goal of moving into a new location and getting the financials in order during his two-year term. The phone number for the center is 507-932-5203. Council members suggested partnering with WSU nursing students and the Land Stewardship Organization for education and/or funding.

- b) Probation Visit for Out-of-State Residents Placed on Probation (Rená Patterson): Rená reminded everyone that anyone who is placed on probation and who lives outside of Minnesota must report to the probation office immediately after sentencing and before leaving the state. These individuals are required to remain in the State of Minnesota until accepted by Probation in their state of residence. By reporting immediately, any potential interstate compact issues can be resolved immediately.
- c) Marijuana Resin (Karin Sonneman): Karin wanted to inform everyone that possession of marijuana resin is a felony offense regardless of the amount of the resin. Marijuana resin looks like earwax and is known by such names as wax, dabs, butane honey oil and shatter. The THC content of resin is much higher than marijuana and the process for producing it is unregulated. There have been some reports of resin overdose in our community already.

## **5) Committee Reports:**

- A. Jail & Jail Alternatives (Justin Green): The Stepping Up Workgroup is continuing to work on the Sequential Intercept Model (SIM) and will be working on integrating strategies to better address mentally ill defendants into the first intercept point (law enforcement contact). The Jail Programs Workgroup has been working on developing and implementing additional jail programs and rolling out those offerings on a graduated basis. Justin and Sandra Burke will be doing a program on "Resources in the Community" later this month.

**Next Meeting: January 28, 2016 at noon at Kensington Banquet Room (preceded by a meeting of the Stepping Up Workgroup at 11:00 a.m. in the same location)**

- B. Crime Prevention/ASAP (Kalene Engel for Travis Volkman): Phil Huerta (ASAP Coordinator) and Janneke Sobeck (ASAP Director) recently attended Drug Free Communities training in Washington, D.C. The ASAP evaluator (Epiphany Community Services) will be visiting Winona within the next few months to meet with coalition members. Several committees will be beginning work on the ASAP Action Plan.

**Next Meeting: January 25, 2016 at 2:30 p.m. at Livewell Winona**

- C. Juvenile Justice Committee (Rebecca Church/Preston Selleck): The Committee has been working on the development of a Dual Status Youth Initiative. The gist of the program is to identify youth with juvenile justice and child protection/truancy

involvement; to get involved early on and to have the two systems (and other involved agencies/programs/departments) work together to determine needed services and improve outcomes. One of the first challenges is to get data sharing agreements in place between probation, prosecution, defense attorneys and the judiciary. Karin is setting up a meeting with the heads of those departments/agencies to discuss possible agreements. Rebecca is still looking into how other counties are running their programs. The committee would like to have someone from law enforcement attend the meetings as it works through the DSY processes. Karin noted that the truancy program is going very well.

**Next Meeting: January 21, 2016 at noon at County Office Building, Room B.**

- D. Courts Committee/Pre-Trial Services (Nancy Buytendorp):** The Courts Committee did not meet in December of 2015. In January, the committee will resume working on a Pre-Trial Services Program.

**Next Meeting: January 21, 2016 at 8:00 a.m. in Courtroom 2 Jury Room**

- E. Community Outreach & Diversity (Karin Sonneman):** The Elected Officials Forum which will be held on January 16, 2016 from 9-11:00 a.m. at the Winona History Center. An invitation to the event was included in the CJCC Meeting Packet; everyone is encouraged to attend. Law Day is set for April 28<sup>th</sup> (for 6 area school districts) and April 29<sup>th</sup> (for Winona Middle School).

**Next Meeting: January 20, 2016 at noon at County Attorney's Office.**

**6) Other:**

- a) **Police Staffing Changes:** Bridget Klinger is now the full-time Community Liaison Officer, replacing Eric Mueller. The City will hire one more police officer next Tuesday which will bring it back up to full force.
- b) **Project FINE:** The Annual Report will be presented on February 9, 2016 from 5-7 p.m. at St. Marys University. It is the 25<sup>th</sup> Anniversary of Project FINE. All members are invited to attend.
- c) **Cellsense:** The Sheriff's Department is looking into detection device called Cellsense which is currently being used in Olmsted County. The approximate cost of the machine is \$13,000, however, it is highly sensitive and portable.

**7) Adjournment: 1:08 p.m.**

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**FEBRUARY 3, 2016**  
**FAMILY & CHILDREN'S CENTER CONFERENCE ROOM**

**Members Present:** Justin Green (Public Member); Marie Kovecsi (Winona County Commissioner); Ron Ganrude (Winona County Sheriff); CJCC Chair Karin Sonneman (Winona County Attorney); Steve Buswell (Jail Administrator); Kurt Knuesel (Winona County Bar Association); Beth Wilms (Winona County Community Services); The Honorable Nancy Buytendorp (Winona County District Court Judge); CJCC Vice-Chair Judy Gilow (Public Member); Travis Volkman (Goodview Police Department); Jeff Apse (Supt., Lewiston Public Schools); Gerry Krage (City of Winona Council).

**Members Absent:** Darlene Larson (Acting Court Administrator); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Ken Fritz (County Administrator). Christine Ledebuhr (Assistant Public Defender); Rená Patterson (Corrections' Supervisor); Fatima Said (Public Member); Mike Flaherty (Assistant Winona City Attorney).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant County Attorney); Preston Selleck (Public Defender's Office); Mary Olson & Brooke Merchlewitz (Common Ground); Karina Kujawa, Marci Hitz; Chong Ser Vong (Project FINE – proxy for Fatima Said); The Honorable Mary Leahy.

Minutes by Kalene Engel.

- 1) **Call to Order & Introductions:** 12:05 p.m.
- 2) **Review/revise/approve Agenda for February 3, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from January 6, 2016:** Approved with one change—change Karen to Karin in Juvenile Justice Committee paragraph.
- 4) **Information Item – Presentation on Mental Health First Aid Class:** Marci Hitz discussed the Mental Health 1<sup>st</sup> Aid class offerings available through Family & Children's Center and taught by certified trainer, Craig Putz. FCC uses this training and Crisis Prevention Institute Training for staff. It is an 8-hour class which is offered at a cost of \$35 per person. It is similar to 1<sup>st</sup> Responder Training, but for mental health issues. It is not as in-depth as CIT (Crisis Intervention Training) and would not be appropriate for mental health professions, but it does provide practical, hands-on information for dealing with people experiencing mental health issues. The youth and adult classes are separate, 8 hour classes. However, FCC could probably offer a class tailored to the audience's needs. In La Crosse, FCC received a grant from United Way to fund a class; similar opportunities may be available locally. Committee members expressed interest in the class. A suggestion was made to offer it as a Continuing Legal Education class.

- 5) **Action Item – Response to/Support for Pretrial Medicaid:** In the meeting packet, Kalene distributed a letter co-authored by Senator Al Franken directed to the Acting Administrator for the Centers for Medicare and Medicaid Services (CMS). The letter urged the Administrator to extend Medicaid benefits to incarcerated pretrial individuals. Justin Green would like to have the CJCC support the effort, possibly by writing a letter of support or getting the County Board to endorse the effort. Kalene will reach out to Bree Maki to find out to whom the letter should be addressed. Marie Kovecsi will bring it before the Board of Commissioners.

6) **Committee Reports:**

- A. **Community Outreach & Diversity Committee (Karin Sonneman):** The committee debriefed on the Elected Officials Forum held on January 16<sup>th</sup>. By all accounts, the event was successful, with good discussion on a broad array of topics. Plans are underway for the 2016 Law Day Events, which will be held on April 28<sup>th</sup> and 29<sup>th</sup>. Most area schools are attending. The mock trial script will be rewritten and will focus on the issue of prescription drug abuse. The Community Collaboration Summit in October will also focus on the issue of substance abuse.

**Next Meeting: February 17, 2016 at noon at County Attorney's Office**

- B. **Jail & Jail Alternatives (Justin Green):** The Stepping Up Workgroup spent time on the Sequential Intercept Model (SIM). Because no representatives of dispatch or probation were present, they were unable to complete those intercept points. During the next meeting, the workgroup will discuss policy decisions, some of which will be local decisions and some of which will require legislative change. Jail programming has continued to expand, with a number of new offerings having been implemented since the workgroup was formed. The committee heard about the jail inspection results (reported later) and the implications on a pretrial services program.

**Next Meeting: February 25, 2016 at noon at Kensington Banquet Room (preceded by a meeting of the Stepping Up Workgroup at 11:00 a.m. in the same location)**

- C. **Crime Prevention/ASAP (Travis Volkman):** Deacon from Epiphany Community Services was present at the meeting and discussed the evaluation plan. Because the DFC Grant requires a survey to be conducted every two years, and because the Minnesota State Survey is conducted every three years, ASAP is working on an interim survey. Committee members were urged to let ASAP know about key community events relating to youth substance use so that those events could be tracked in the evaluation software. Due to the Volunteer Income Tax Assistance (VITA) Program, the February meeting will be held at the County Office Building.

**Next Meeting: February 22, 2016 at 2:30 p.m. at County Office Bldg, Conf. Rm B**

- D. **Juvenile Justice Committee (Rebecca Church/Preston Selleck):** Drew Althoff provided an updated on the truancy program. Direct referrals to Restorative Justice was

discussed; however, since the County Attorney's Office is responsible for administering the juvenile diversion program (which includes trancies), direct referrals are not an option. However, improvements could be made to the way that families are informed about the process. The committee continued to discuss the development of a Dual Status Youth Initiative. Due to bad weather, a scheduled meeting on information sharing agreements/orders was lightly attended; it will be rescheduled. Once the data sharing agreements are signed, the committee will form workgroups to gather data. Rebecca is arranging for Stearns County to give a presentation on its DSY Program to Winona County. Karen Sanness discussed IV-E funding, including opening CHIPS cases in more serious delinquency files. Matt Brickl from Family and Children's Services reported on a less intensive Youth Night Campus option, which Rebecca feels will be helpful for certain offenders.

**Next Meeting: February 18, 2016 at noon at County Office Building, Room B.**

- E. Courts Committee/Pre-Trial Services (Kalene Engel for Nancy Buytendorp):** Drug Court provided an update via e-mail, which was attached to the minutes. Court-appointed attorneys in truancy and guardianship cases was discussed; changes have been made to the procedures for appointments in guardianship cases. Kalene provided an update on the work of the state Pretrial Release Initiative, as well as copies of the 2015 Hennepin County Bail Evaluation Tool (which could be adopted as a statewide tool as a result of that initiative). Public Defenders will be providing representation during first appearances starting March 1<sup>st</sup>. Vision/mission statements for the pretrial program were approved. Kalene prepared and distributed a pretrial legal framework document which, subject to requested changes, will be used as the legal framework for the pretrial program. Ben Klinger discussed the jail inspection results (see below). The remaining agenda items were moved to the February meeting due to lack of time.

**Next Meeting: February 18, 2016 at 8:00 a.m. in Courtroom 2 Jury Room**

- 7) Other:** Ron Ganrude discussed the results of the annual jail inspection by the Department of Corrections. The facility is among the oldest in the state and the only one with pretrial release. Each year, the DOC brings up the same issues. Last year they requested that the County come up with a plan regarding the jail. As a result of the inspection, the DOC has changed the classification of the jail to a 90-day facility, which means the jail cannot hold anyone for more than 90 days. They are also going to impose a classification system for female inmates, which means that any females will likely need to be housed out-of-county. Originally, they indicated that no maximum facility inmates could be held, but Steve Buswell is attempting to work with the DOC on that restriction. No juveniles can be held in the facility. With the closure of 4 juvenile non-secure detention facilities in the state, transport is now transporting the juveniles upwards of 2 hours away—sometimes for just an overnight stay until court the following day. Of the 1,600 people booked into the jail annually, approximately 5-6% are maximum security. The average inmate load is 60 per day, which is down from the amount (approximately 80) that were housed prior to the formation of the CJCC. Jail administration has already met with Houston and will be meeting with Wabasha

regarding per diem costs for housing inmates. Currently, about 10-12 inmates are housed in Wabasha and 5-6 in Houston County. The annex is the only one of its kind in the state; most Huber release programs are post-conviction/post sentence. The annex was intended to be a five year "fix" when it first opened up, but it has lasted well beyond the five years. The DOC is pleased with how the annex is run and did not place a 90-day limit on the annex. Absent significant changes, the DOC could continue to reclassify and eventually shut down the jail. Given the significant space and structure problems with the jail (i.e. inadequate doorways and booking area, no recreation area, very little programming area, general layout) it would cost more to retrofit the building than to build a new jail. In the past, both Wabasha and Houston County received similar reclassifications regarding their former jails, which prompted them to build new facilities. Discussion was had on the importance of educating the public and County Board on what facilities were needed to ensure public safety; each CJCC committee was asked to continue that discussion.

**8) Adjournment:** 1:05 p.m.

**9) Tour:** Marci Hitz provided a tour of the Family & Children's Center facilities/programs to interested CJCC members.



**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
MARCH 2, 2016  
KENSINGTON BANQUET ROOM**

**Members Present:** Justin Green (Public Member; Marie Kovecsi; (Winona County Commissioner); Steve Buswell (Jail Administrator); Kurt Knuesel (Winona County Bar Association); Beth Wilms (Winona County Community Services); Travis Volkman (Goodview Police Department); Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor); Fatima Said (Public Member).

**Members Absent:** Karin Sonneman (Winona County Attorney); Judy Gilow (Public Member); Gerry Krage (City of Winona Council); Jeff Apse (Supt., Lewiston Public Schools); Ron Ganrude (Winona County Sheriff); Darlene Larson (Acting Winona County Court Administrator); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Christine Ledebuhr (Assistant Public Defender); Mike Flaherty (Assistant Winona City Attorney).

**Guests Present:** Kalene Engel (CJCC Executive Director); Don Cratchy (Acumen Counseling); Mary Olson (Common Ground); Chris Cichosz (Winona County Chief Deputy – Proxy for Ron Ganrude); Tom Williams (Winona City Deputy Police Chief) – Proxy for Paul Bostrack.

Minutes by Kalene Engel

- 1) **Call to Order & Introductions:** 12:05 p.m.
- 2) **Review/revise/approve Agenda for March 2, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from February 3, 2016 meeting:** Approved without changes.
- 4) **Information Item – Presentation on Acumen Counseling (Don Cratchy):** Don started Acumen Counseling earlier this year to fill some of the void left by the departure of Riverfront Counseling. Acumen is located in the same location as Riverfront and has retained three of its employees—Don, Emily Franklin and Janice Copsey. Acumen is offering outpatient counseling, diagnostic assessments and DBT (dialectical behavioral therapy), but is not offering ARMHS (adult rehabilitative mental health services) or peer support specialists. Acumen accepts most insurance plans and is working on qualifying as an in-network provider for those plans.
- 5) **Committee Reports:**
  - A. **Courts/Pre-trial Services (Kalene Engel for Judge Buytendorp):** A drug court update was provided via e-mail (but erroneously not included in the agenda packet). Drug Court is currently not accepting new participants until a sustainability plan can be formulated. It is anticipated that more information will

be available within a week or so. The Pretrial Workgroup is continuing to tackle the workplan that was developed in September. The group has adopted a vision mission, reviewed the sequential intercept mapping done by the Stepping Up Workgroup and reviewed the legal framework for the program. In the near future, the Public Defender's Office will be providing representation for defendants at first appearances. Court Administration will also be issuing printed court orders which contain pretrial release conditions. A lengthy discussion was held on court reminders via e-mail or text for upcoming court dates. Committee members will continue to explore the possibility of implementing an automated reminder system.

**Next Meeting: March 17, 2016 at 8:00 a.m. at Courthouse, Jury Room**

- B. Community Outreach & Diversity Committee (Kalene Engel for Karin Sonneman):** The committee is finalizing preparations for the Law Day events at the end of April. More schools than ever before are participating, so two full days are needed for the tour/talk/mock trial. Anyone who would like to serve as a tour guide should contact Kalene. Stephanie Nuttall is writing the mock trial script, which will incorporate a prescription drug situation.

**Next Meeting: March 16, 2016 at noon at County Attorney's Office**

- C. Jail & Jail Alternatives (Justin Green):** Stepping Up workgroup members have almost completed the Sequential Intercept Mapping chart and will be formulating an action plan. Kalene noted that the CJCC's membership in the National Network of Criminal Justice Coordinating Council has proven helpful with the sequential intercept mapping because other jurisdictions are sharing their maps with NNCNCC members. A Request for Proposals for a large Federal grant was released recently which seems to fit perfectly with the Stepping Up Initiative. Only 8 proposals will be funded and there is significant uncertainty regarding the County's acceptance of any grant funding. However, because a proposal would help provide structure for the work of the Stepping Up Workgroup, the workgroup accepted Latrishia's offer to go forward with developing a response to the RFP. Even if the proposal is not submitted, the work will move the workgroup ahead. Jail programming has continued to expand and is generally well attended. Steve Buswell has noticed changed attitudes in some of the inmates and gave an example of an inmate he has seen cycle in and out of jail for 25 years who now has some level of hope that he can change his life. Justin Green also noted that some of the inmates working on the STS (Sentence to Service) crew at the St. Charles Resource Center are talking about the possibility of transferring the skills they have acquired through STS to other employment. The DOC-imposed jail restrictions will not affect the annex program. Currently, inmates are generally staying in Winona pending 1<sup>st</sup> appearances (unless in detox or a medical facility). The Sheriff's Department is also willing transport inmates back from out-of-county facilities, upon advance notice, so they can consult with their attorneys or for other evaluations.

**Next Meeting: March 24, 2016 at noon at Kensington Banquet Room**

- D. **Crime Prevention/ASAP (Travis Volkman):** The ASAP (Alliance for Substance Abuse Prevention) Board met last week and smaller workgroups have been meeting throughout the month. The bylaws were revised to resolve an inconsistency in term limits. ASAP Coordinator, Phil Huerta, staffed a booth at the Community Wellness Expo last weekend and is currently attending coalition training. The next major events will be a press conference to introduce the Parents Who Host campaign and a Community Conversation (or two) about alcohol and drug use/abuse/effects. Although not a part of the ASAP Coalition, members of the Winona County Drug Court have put on some community discussions regarding their personal experiences with drug use. The next talk is scheduled for March 10<sup>th</sup> at the County Office Building.

**Next Meeting: March 21, 2016 at 2:30 p.m. at County Office Bldg, Rm B**

- E. **Juvenile Justice (Kalene Engel):** Staff at the Stearns County Human Services and Stearns County Attorney's Office gave an ITV presentation/talk about their crossover youth program. Basically, the program identifies youth who come into the juvenile delinquency system with a past history of child protection involvement. The concept behind the crossover youth program is to identify and respond to the issues that resulted in the delinquent behavior, which can sometimes be directly linked to home environment/parenting issues. Following the webinar, some committee members viewed a webinar on information sharing. A workgroup of agency/departments heads met early in February to discuss an information sharing agreement and court order which would allow the committee to collect data on dual status youth. Once those agreements are in place, a smaller workgroup will be formed to collect and analyze the data. Kalene is meeting with a professor from Winona State next week to discuss a possible partnership with the university regarding data collection/analysis efforts.

**Next Meeting: March 17, 2016 at noon at County Office Bldg, Rm B**

- 6) **Adjournment:** 12:40 p.m. Next meeting April 6, 2016 at noon at Kensington Banquet Room.

**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
APRIL 6, 2016  
WINONA HEALTH – PARKVIEW CONFERENCE ROOM**

**Members Present:** Justin Green (Public Member); Marie Kovecsi; (Winona County Commissioner); Judy Gilow (Vice-Chair, Public Member); Ken Fritz (County Administrator); The Honorable Nancy Buytendorp (District Court Judge); Mark Roubinek (Supt., St. Charles Public Schools)

**Members Absent:** Karin Sonneman (Chair, Winona County Attorney); Gerry Krage (City of Winona Council); Jeff Apse (Supt., Lewiston Public Schools); Ron Ganrude (Winona County Sheriff); Darlene Larson (Acting Winona County Court Administrator); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Christine Ledebuhr (Assistant Public Defender); Mike Flaherty (Assistant Winona City Attorney); Kurt Knuesel (Winona County Bar Association); Rená Patterson (Corrections' Supervisor); Travis Volkman (Goodview Police Department); Steve Buswell (Jail Administrator); Ron Ganrude (Winona County Sheriff); Beth Wilms (Winona County Community Services); Fatima Said (Public Member)

**Guests Present:** Kalene Engel (CJCC Executive Director); Don Cratchy (Acumen Counseling); Mary Olson (Common Ground); Ben Klinger (Jail Program Director – Proxy for Ron Ganrude); Phil Huerta (ASAP – Proxy for Travis Volkman); The Honorable Mary Leahy (District Court Judge); Rebecca Church (Assistant Winona County Attorney – Proxy for Karin Sonneman); Jenelle O'donnell (Winona Health); John Goodman (A-Vue Media).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:00 p.m.
- 2) **Information Item – Presentation on Winona Regional Care Consortium and Avu-Media Telemedicine (John Goodman and Jenelle O'Donnell):** With funding from a State Innovation Model Grant, Winona Health developed a health information exchange (HIE) to share data between organizations, with the goal of creating more effective care coordination for patients. This is a pilot project and there is nothing similar to this in the state. For the pilot, the WRRC targeted the users with the biggest use of system and highest cost of care. Participation is voluntary and each participant must meet one or more of the following criteria: (1) frequently seeks medical care; (2) repetitive use of 911, ER visits or other high cost interventions; (3) multiple providers for physical or emotional care; (4) current lack of mental health support and (5) ineffective management of chronic disease. Some Drug Court clients are taking part in the pilot. The infrastructure to host the HIE is already in place and the goal is to continue expanding the number of participating providers. Care providers have already seen some positive outcomes as it has helped them understand how important it is to understand the big picture regarding the client's health and well-being.

The telemedicine system is hosted by Winona Health and run through HBC, which has provided significant resources in technology. The infrastructure for telemedicine is already in place, such that implementing new sites/portals would be relative low cost. Home and Community Options (HCO) has been a leader in the area of telemedicine. They are now using technology in HCO homes which has allowed them to reduce on-site staff, in some cases, eliminating a night attendant. The current system is capable of dispensing medications remotely and watching the patient take the medications via television or computer monitor. One very successful use of telemedicine involved a single woman who wanted to maintain her independence, but got nervous frequently and called 911. The 911 calls resulted in multiple transports to the ER. After a telemedicine computer terminal was installed in her home, she received two wellness calls each day and has not called 911 since that time. The telemedicine system can also be used as a PERS (Personal Emergency Response System). As a result of new legislation passed last year, Medicaid and Medical Assistance must reimburse for telemedicine consults at the same rate as in-person consults. Furthermore, the Minnesota Olmsted Plan is driving the idea of person centered care. The software that allows for a secure connection can be loaded on any compatible PC, tablet or smart phone. Basically, if you have a device that can handle a Skype call, that system is secure and documentable. HBC has a huge pipeline already built to accommodate increased use of telemedicine. John and Jenelle would welcome further exploration of how the WRRC or telemedicine system could be used in the criminal justice system.

- 3) **Review/revise/approve Agenda for February 3, 2016:** Approved without changes.
- 4) **Review/revise/approve draft Minutes from March 2, 2016 meeting:** Approved without changes.
- 5) **Additional Information Items:**
  - A. **ASAP Community Talk (Phil Huerta):** The Alliance for Substance Abuse is holding a Community Talk on substance abuse on April 12, 2016 from 6 to 7:30 p.m. at the East End Recreation Center. The event will feature several speakers, including health professionals, law enforcement officers and two drug court participants. The event is free and everyone is encouraged to attend.
  - B. **Engage Winona Community Conversations (Kalene Engel):** On April 19<sup>th</sup>, Engage Winona will be holding a series of community talks at the Winona Eagles Club. The talks will involve a wide range of stakeholders and are intended to find out what the community would like to see as a desirable future for Winona. Individuals interested in attending a session must sign up in advance at [www.engagewinona.org](http://www.engagewinona.org).
- 6) **Action Item: Request to Join Data-Driven Justice Initiative (Kalene Engel):** The Jail & Jail Alternatives Committee, via a request from the Stepping Up Workgroup, is recommending that Winona County join the Data-Driven Justice Initiative (DDJI) sponsored by The White House. The DDJI arose out of the October, 2015 conference

that Kalene attended in Washington, D.C. in which criminal justice leaders from across the country discussed data-related challenges in the criminal justice system. The DDJI intends to identify and implement strategies that addresses two key populations: (1) "Super-utilizers" who repeatedly cycle through multiple systems and utilize more than their pro-rata share of resources and (2) individuals who are held in jail prior to trial, only because they cannot afford to bail out and not because they are a public safety or flight risk. The White House has requested that jurisdictions who wish to participate in the DDJI complete a worksheet which identifies current programs, practices and policies—as well as barriers and gaps--relevant to the two key populations. The White House has also requested that jurisdictions who wish to participate also provide a letter of support, indicating that the jurisdiction is willing to support implementation of the following three strategies: (1) create or expand real or near-real time local data exchanges to enable identification of superutilizers; (2) pre-arrest mental health diversion and (3) data-driven pre-trial risk assessment tools. Jurisdictions who join the initiative will be allowed to participate in White House sponsored conference calls every other week as well as access to information/resources from both the White House and other jurisdictions. Kalene has completed and returned the Worksheet and has been participating in the bi-weekly calls, but the White House is asking all communities who wish to continue participating to sign a letter of support.

Kalene noted that all three of the strategies that comprise the DDJI are already being explored in Winona County. County Administrator Ken Fritz suggested that a County Board Resolution would be the most appropriate way to express the County's commitment to the initiative. By consensus, the Council recommended that the Winona County Board of Commissioners pass a resolution in support of Winona County's continued participation in the DDJI.

7) **Committee Reports:**

- A. **Juvenile Justice (Rebecca Church):** Chris Nelson from the Winona Police Department has joined the committee in place of Bridget Klinger, who had a meeting conflict due to Drug Court. Restorative Justice continues to work through the truancy challenges. Thus far this year, there have been 160 referrals for truancy interventions. A lengthy discussion was held on the Dual Status Youth Initiative, including a rationale for the program and review of the program components. Rebecca has reached out to several counties, including Hennepin, regarding their programs and, in particular, their data collection efforts. Almost all of the data sharing agreements have been signed and returned. A smaller workgroup met recently to discuss data collection.

**Next Meeting: April 21, 2016 at noon at County Office Bldg, Room B**

- B. **Courts/Pre-trial Services (Kalene Engel for Judge Buytendorp):** The committee did not meet in March. Members were encouraged to view a pretrial program webinar that was aired on the regular monthly meeting date.

**Next Meeting: April 21, 2016 at 8:00 a.m. at Courthouse, Jury Room #2**

- C. **Community Outreach & Diversity Committee (Kalene Engel for Karin Sonneman)**: The majority of the meeting was spent discussing and planning the upcoming Law Day events, which will be held on April 28<sup>th</sup> and 29<sup>th</sup>. Officer Bridget Klinger and Deputy Kate Rusher are in the process of visiting the participating schools for the pre-Law Day discussions.

**Next Meeting: April 20, 2016 at 8:00 a.m. at County Attorney's Office**

- D. **Jail & Jail Alternatives (Justin Green)**: Members spent most of the meeting discussing the CARE Program successes and challenges. The biggest challenge continues to be housing. Recently, a Justice and Mental Health Grant request for proposals was released, which might include funding for housing. The U.S. Department of Justice declared the last week in April to be Reentry Week. Several committee members volunteered to assist in planning an event in Winona to publicize and build support for the CARE Program. The Stepping Up Workgroup met and will be putting together a presentation for the County Board.

**Next Meeting: April 25, 2016 at noon at Kensington Banquet Room**

- E. **Crime Prevention/ASAP (Phil Huerta)**: On behalf of ASAP, two college students met with Senator Jeremy Miller and presented a poster on prescription drug abuse at the State Capitol. There is legislation currently pending to require pharmacies to have a prescription drug drop box. Ruth Charles spoke on Adverse Childhood Experiences. After the Community Talk on April 12<sup>th</sup>, the next event is a Prescription Drug Take Back Event on April 30<sup>th</sup>. Another project in the works is a Campus Coalition Project, which is designed to get additional support to determine how campuses can work with communities on prevention efforts.

**Next Meeting: April 18, 2016 at 2:30 p.m. at Family & Children's Center**

- 8) **Adjournment:** 1:10 p.m. Next meeting May 4, 2016 at noon at Kensington Banquet Room.

**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
MAY 4, 2016  
KENSINGTON BANQUET ROOM**

**Members Present:** Justin Green (Public Member); Marie Kovecsi; (Winona County Commissioner); The Honorable Nancy Buytendorp (District Court Judge); Mark Roubinek (Supt., St. Charles Public Schools); Karin Sonneman (Chair, Winona County Attorney); ); Kurt Knuesel (Winona County Bar Association); Travis Volkman (Goodview Police Department);

**Members Absent:** Gerry Krage (City of Winona Council); Ron Ganrude (Winona County Sheriff); Darlene Larson (Acting Winona County Court Administrator); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Christine Ledebuhr (Assistant Public Defender); Mike Flaherty (Assistant Winona City Attorney); Rená Patterson (Corrections' Supervisor); Steve Buswell (Jail Administrator); Ron Ganrude (Winona County Sheriff); Beth Wilms (Winona County Community Services); Fatima Said (Public Member); Judy Gilow (Vice-Chair, Public Member); Ken Fritz (County Administrator).

**Guests Present:** Kalene Engel (CJCC Executive Director); The Honorable Mary Leahy (District Court Judge); Rebecca Church (Assistant Winona County Attorney); Marianna Bynum (Member of Public); Janelle Hubbard (Community Services Supervisor, Proxy for Beth Wilms); Preston Selleck (Public Defender, Proxy for Christine Ledebuhr); Renee Rumpca (Department of Corrections; Proxy for Rená Patterson); Katie Van Eijl (Project FINE; Proxy for Fatima Said).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:00 p.m.
- 2) **Review/revise/approve Agenda for May 4, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from April 6, 2016 meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Information Item – Presentation on Winona County Alliance for Substance Abuse Prevention (ASAP):** Phil Huerta, Program Coordinator for ASAP, discussed the history and background of ASAP as well as recent events. The project started in 2012 when a group of community leaders met to discuss how to develop a coordinate approach to underage alcohol and drug abuse. In 2015, a core working group received a 500,000+ Drug Free Communities Grant to fund the program for a five year period. The service area for ASAP is Winona and Lewiston Schools (St. Charles was already incorporated into the Whitewater County Coalition grant service area Over the last several months, ASAP has been working on activities that were included in its original action plan. On April 12<sup>th</sup>, ASAP hosted a community talk on drugs and alcohol use at the East End Rec



Center. The event was attended by over 120 people and received a very good response. On April 30<sup>th</sup>, ASAP hosted a Take Back Event at Winona Health, where participants were asked to bring their expired/unused prescription drugs. Currently, ASAP is working on a Parents Who Host (PWH) campaign to raise awareness among parents about the dangers of hosting underage drinking parties. As part of the PWH campaign, the cities of Winona, Goodview and Lewiston will be asked to sign PWH proclamations. PWH literature will also be distributed to parents, who will be asked to sign a parent pledge. See the attached handout for additional information on ASAP.

- B. **Data Driven Justice Initiative Resolution:** The County Board passed the Data Drive Justice Initiative Resolution (attached) at its April 26, 2016 meeting.
- C. **Mental Health 1<sup>st</sup> Aid for Public Safety Training:** Family and Children's Center will be conducting Mental Health 1<sup>st</sup> Aid Training on May 25, 2016 from 8 a.m. to 4:40 p.m. at the Kensington (see attached registration page).

5) **Committee Reports:**

- A. **Crime Prevention/ASAP (Travis Volkman):** As Phil noted, the Community Talk was a very successful event. Phil also attended training in California last week. Additional activities of the ASAP Coalition include work on the 2<sup>nd</sup> year action plan and staffing of five action teams. In the future, the CJCC may want to consider whether it wants to break Crime Prevention and ASAP back into separate committees, since ASAP now has its own staff and a good structure in place.

**Next Meeting: May 16, 2016 at 2:30 p.m. at Family & Children's Center**

- B. **Juvenile Justice (Rebecca Church):** The main focus of the committee is the Crossover Youth Initiative. The initial set of data has been collected and shows that 75-95% of the youth have multiple contacts with community services. Rebecca has also received information from Hennepin County about different ideas for the Crossover Youth Initiative. The committee also received updates from Restorative Justice on its planned summer activities to further improve the handling of truanancies. Matt Brickl also clarified the differences between the two Youth Night Campus programs.

**Next Meeting: May 19, 2016 at noon at County Office Bldg, Room B**

- C. **Courts/Pre-Trial Services (Judge Buytendorp):** The federal drug court money is gone; however, Drug Court is continuing due to additional funding from the state. Currently, the existing Rice County Coordinator is working part time as a temporary coordinator and Family and Children's Center has been hired to

conduct some of the drug testing. A new, state-funded coordinator should be in place after July. Due to a policy interpretation from the Minnesota Department of Human Services, Winona County Community Services will no longer approve funding for an incarcerated individual who is furloughed for treatment. Funding would be approved for eligible individuals if they were released on recognizance. The idea of an Amnesty Day to clear up outstanding warrants was discussed and will continue to be discussed. A brief discussion was held on the possible structure of a pretrial services program, including one that could be run by an independent entity. A small group of committee members will be meeting with representatives from Winona Health to further discuss teleconferencing applications to drug court, pretrial services and other justice-related applications.

**Next Meeting: May 19, 2016 at 8:00 a.m. at Court Administration Conf. Rm**

**D. Community Outreach & Diversity Committee (Karin Sonneman):**

Committee members just completed another very successful round of Law Day events. The mock trial focused on prescription drug abuse, which tied into the ASAP action plan. Kalene recited some of the survey responses that she had received from some of the children. The next major event will be the County Fair, followed by the third annual Community Collaboration Summit in October.

**Next Meeting: May 18, 2016 at 8:00 a.m. at County Attorney's Office**

- E. Jail & Jail Alternatives (Justin Green):** The Jail and Jail Alternatives Committee did not formally meet, but the Stepping Up Workgroup did have a lengthy meeting. The White House proclaimed the last week in April to be National Reentry Week with the U.S. Attorney General's Office in charge of sponsoring several events. Despite reaching out to the U.S. Attorney General's Office in Minnesota, we were unable to secure interest in having a staff member travel to Winona for a reentry event. Committee members discussed a Justice and Mental Health Grant request for proposals and a smaller workgroup was formed to consider submitting and application. The Stepping Up Workgroup update to the County Board will be presented on May 24<sup>th</sup>. It is hoped that the committee will have representation at the table when the County begins discussing long-term plans for the jail.

**Next Meeting: May 26, 2016 at noon at Kensington Banquet Room**

- 6) Adjournment:** 1:17 p.m. Next meeting June 1, 2016 at noon at Kensington Banquet Room.

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**JUNE 1, 2016**  
**KENSINGTON GAME ROOM**

**Members Present:** Justin Green (Public Member); Marie Kovecsi; (Winona County Commissioner); Judy Gilow (Vice-Chair, Public Member); Ken Fritz (County Administrator); The Honorable Nancy Buytendorp (District Court Judge); Karin Sonneman (Chair, Winona County Attorney); Ron Ganrude (Winona County Sheriff); Rená Patterson (Corrections' Supervisor); Travis Volkman (Goodview Police Department); Steve Buswell (Jail Administrator); Fatima Said (Public Member).

**Members Absent:** Gerry Krage (City of Winona Council); Jeff Apse (Supt., Lewiston Public Schools); Darlene Larson (Acting Winona County Court Administrator); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Christine Ledebuhr (Assistant Public Defender); Mike Flaherty (Assistant Winona City Attorney); Kurt Knuesel (Winona County Bar Association); Beth Wilms (Winona County Community Services); Mark Roubinek (Supt., St. Charles Public Schools).

**Guests Present:** Mary Olson (Common Ground); Phil Huerta (ASAP); Rebecca Church (Assistant Winona County Attorney); Preston Selleck (Public Defender); Sarah Anderson (ASAP); Chris Rogers (Winona Post)

Minutes by: Rebecca Church

- 1) **Call to order:** 12:01 p.m.
- 2) **Review/revise/approve Agenda for June 1, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from May 4, 2016 meeting:** Approved without changes.
- 4) **Information Items:**
  - a. **Common Ground Halfway House Community Forum:** Common Grounds will be having a Community Forum on June 2, 2016 from 3:00 p.m. – 6:00 p.m. at the Riverport Inn to discuss the new halfway house they will be opening this summer. The purpose of the forum is to discuss the new halfway house and hopefully squash some of the misconceptions that are currently in the community. Everyone interested in learning about the new halfway house is encouraged to attend.
  - b. **Project FINE Taste of the International Cuisine:** Project FINE will be hosting their annual dinner on June 12, 2016, from 4:30-7:00. Everyone is encouraged to join them. The food is great!

- c. **Mental Health 1<sup>st</sup> Aid for Public Safety Training**: The flyer for the Mental Health 1<sup>st</sup> Aid for Public Safety Training was in the packet. The training is from 8:00-4:00 on June 22, 2016. The cost is \$35.00. Please sign up early so the presenters know how many to expect. This training was previously scheduled in May but was canceled due to not enough participants.
- d. **Winona County Fair**: The Winona County Fair is coming up in July. Sheriff Ganrude stated they will be in the same place they were in last year. CJCC members are encouraged to help in the booth. Sign-up sheets were sent around, however, feel free to sign-up later if you have not had a chance to sign up yet. ASAP is planning on teaming up with Partners for Prevention to have a booth. Winona County will also have a separate booth.

5) **Committee Reports**:

- a. **Jail and Jail Alternatives Committee (Justin Green)**: Kalene and Latrishia sent out the grant proposal on the JMHC (Justice and Mental Health Collaboration) Grant. The committee were given updates on the CARE program, those updates are in the committee meeting minutes. Kalene gave a Stepping Up Update to the Winona County Board. The update was well received by the board. The presentation was nicely done and very informative.

**Next Meeting: June 23, 2016 at noon at Kensington Banquet Room**

- b. **Crime Prevention (ASAP) (Travis Volkman)**: Phil and Janneke attended the second National Coalition Academy. The committee is starting to re-evaluate the grant's action plan. There are some gaps in the data, however, the MN Student Survey will be available soon to help fill in those gaps. Since the grant needs updated information more often than the MN Student Survey is completed, ASAP will be completing their own in the future. National Drug Take Back Day was a success. Two hundred forty pounds of prescription drugs were collected. Several volunteers helped make it a success, including the students who assisted.

**Next Meeting: June 20, 2016 at noon at Family and Children's Center**

- c. **Juvenile Justice Committee (Rebecca Church/Preston Selleck)**: The Juvenile Justice committee did not meet this past month. The committee is working on reviewing the data that was gathered to come out with a target population for the Cross-Over Youth Initiative.

**Next Meeting: June 16, 2016 at noon at County Office Bldg, Conference Room B**

- d. Courts Committee (Pre-trial services) (Judge Nancy Buytendorp): Eric Spagenski from Common Grounds gave a presentation regarding the Voyage Program. Mr. Spagenski had contacted Judge Buytendorp regarding this program thinking it might be a good program for drug court participants. Voyage is a 19-20 month outpatient group for high risk, high need individuals. This program is not up and running currently, but hopefully will be soon. Judge Buytendorp also updated the committee on Drug Court. Drug Court changed coordinators due to a change in funding and is once again accepting new participants. With a current caseload of 13 clients, Drug Court is eager to take on more.

**Next meeting: June 16, 2016 at 8:00 a.m. at Court Administration Conference Room**

- e. Community Outreach & Diversity Committee (Karin Sonneman): The Law Day event was a success again this year. Some of the comments from the student surveys indicated that the kids missed going to the jail and they really enjoyed talking to the Judge and seeing the Judge's chambers. The County Fair was discussed again. This committee is starting to plan for the Community Collaboration Summit in the fall. The focus this year will be substance abuse. Rick Moldhauer, a state epidemiologist, could present information on trends on substance abuse.

**Next meeting: June 15, 2016 at 8:00 a.m. at County Attorney's Office**

**6) Adjournment: 12:35 p.m.**

**Next Meeting:**

- No Meeting in July – please attend the Winona County Fair (July 6-10<sup>th</sup>) and volunteer for the Sheriff/CJCC booth!
- August 3, 2016 at noon at Kensington Banquet Room

# **CRIMINAL JUSTICE COORDINATING COUNCIL MEETING AGENDA**

***NO MEETING IN JULY  
GO TO THE WINONA COUNTY FAIR INSTEAD!***

Meets 1<sup>st</sup> Wednesday of each month at 12:00 p.m. unless otherwise noted

**\*\*\* REMINDER TO MEMBERS - SEND AN INFORMED &  
AUTHORIZED PROXY IF YOU CANNOT ATTEND \*\*\***

## **UPCOMING MEETING DATES:**

<b>Date</b>	<b>Committee</b>	<b>Time</b>	<b>Location</b>
7/18/16	ASAP (Crime Prevention)	2:30 p.m.	Family and Children's Center
7/20/16	Community Outreach & Diversity	8:00 a.m.	County Attorney's Office
7/21/16	Courts/Pretrial Services	8:00 a.m.	Winona Public Defender's Office, 166 West Third
7/21/16	Juvenile Justice	Noon	County Office Building, Conf. Rm B.
7/28/16	Stepping Up Workgroup	11:00 a.m.	Kensington Banquet Room
7/28/16	Jail & Jail Alternatives	Noon	Kensington Banquet Room
8/3/16	CJCC (Main Council)	Noon	Kensington Banquet Room

**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
AUGUST 3, 2016  
KENSINGTON BANQUET ROOM**

**Members Present:** Justin Green (Public Member); Marie Kovecsi; (Winona County Commissioner); The Honorable Nancy Buytendorp (District Court Judge); Karin Sonneman (Chair, Winona County Attorney); Travis Volkman (Goodview Police Department); Gerry Krage (City of Winona Council); Ron Ganrude (Winona County Sheriff); Wendy VanDuyne (Winona County Court Administrator); A. Michael Kuehn (Assistant Public Defender); Rená Patterson (Corrections' Supervisor); Steve Buswell (Jail Administrator); Ron Ganrude (Winona County Sheriff); Judy Gilow (Vice-Chair, Public Member).

**Members Absent:** Kurt Knuesel (Winona County Bar Association); Mark Roubinek (Supt., St. Charles Public Schools); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Beth Wilms (Winona County Community Services); Fatima Said (Public Member); Ken Fritz (County Administrator).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant Winona County Attorney); Chong Sur Vong (Project FINE; Proxy for Fatima Said); Phil Huerta and Sarah Anderson (ASAP); Sabrina Ginther (Workforce Center).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:00 p.m.
- 2) **Review/revise/approve Agenda for August 3, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from June 1, 2016 meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Welcome to New Members:** Welcome to the following new members: Wendy VanDuyne, Winona County Court Administrator and A. Michael Kuehn, Managing Attorney of the Winona Office of the Third Judicial District Public Defender's Office
  - B. **Presentation on Adverse Childhood Experiences – Dr. Ruth Charles:** Dr. Ruth Charles gave a presentation on Adverse Childhood Experiences (ACES) and the impact of ACES on brain development and behaviors. Nationwide studies on the effects of ACES have been replicated by several states—including Minnesota—with similar findings. In general, the findings show that individuals with higher ACES scores have disrupted neurodevelopment which leads to social, emotional and cognitive impairment, risky behaviors and health problems. Dr.

Charles noted that it is important to be aware of the past trauma history of an individual to understand what may have caused the individual to act the way they did. More information about ACES is available at [www.acestoohigh.com](http://www.acestoohigh.com). Additional helpful resources recommended by Dr. Charles include the books Brainstorm and Healing Neen and the movie Paper Tigers.

- C. **Report on National Network of Criminal Justice Coordinating Council's (NNCJCC) Meeting in Long Beach, CA:** Kalene reported on the NNCJCC Conference she attended in Long Beach, California in July. The meeting was held in conjunction with the annual National Association of Counties (NACo) convention. The first day of the conference consisted mostly of information sharing among the participants, as to the challenges faced by their CJCCs and the strategies they had implemented to address those challenges. Despite substantial differences in the size and locations of the jurisdictions represented, most reported common issues, including mental health, drugs/alcohol and the need for data-informed decisions. The second day of the conference took place at the Long Beach Courthouse and included presentations by LA County judges, probation officers and social workers. Kalene was able to make some connections with other CJCC directors and is planning to take field trips to both Hennepin and Olmsted County.

5) **Committee Reports:**

- A. **Jail & Jail Alternatives Committee (Justin Green):** The Minnesota Office of Justice Programs has decided to end the existing re-entry grants one quarter early and to redistribute unused grant funds, via an application process, to those reentry programs who are utilizing evidenced-based practices. The CARE Program is using evidenced-based practices and will be submitting a request for funding, which should provide an additional two years of funding. The Stepping Up Committee went through the Sequential Intercept Mapping Chart to identify and prioritize the goals and strategies that were suggested. Kalene and Justin attended the Winona Housing Association Meeting on July 25, 2016 and gave a presentation on the need for additional housing in Winona. A few members expressed interest in partnering to create additional housing opportunities for justice-involved individuals.

**Next Meeting: August 25, 2016 at noon at Kensington Banquet Room**

- B. **Crime Prevention/ASAP (Travis Volkman):** ASAP is on track with its budget and will be able to carry over 10% of remaining funds into the next fiscal year. Because the time spent by students on taking the Student Survey can be counted as match, ASAP has sufficient matching funds for the grant funds (which require a 1 to 1 match). A subcommittee worked on refining the vision/mission and another worked on evaluating critical pieces to teach in schools at various grade levels. The Board is considering hosting a community recognition event to recognize the contributions of board members, sponsors and other participants.



Project FINE will be working on translating selected written materials into different languages.

**Next Meeting: August 15, 2016 at 2:30 p.m. at Family & Children's Center**

- C. **Juvenile Justice (Rebecca Church)**: For the last several months, the committee has worked on a Dual Status/Crossover Youth Initiative. However, after the June meeting, concerns were raised about the ability of Community Services to take on additional case management responsibilities, as well as the possible decrease in probation case numbers that could adversely affect the DOC. Therefore, after reviewing the main goal of the initiative (to increase pretrial communication/collaboration) a new idea was presented. The new idea was to form a Juvenile Delinquency Screening Team which would meet twice a month to share information and develop plans to serve the needs of the involved youth. Currently, the team consists of a prosecutor, probation agent(s), community services pretrial case manager, community services supervisor, representatives from Family and Children's Center and mental health case managers from Hiawatha Valley Mental Health Center. If anyone else wants to be on the team or has suggestions for who should be on the team, please contact Rebecca.

**Next Meeting: August 18, 2016 at noon at County Office Bldg, Room B**

- D. **Courts/Pre-Trial Services (Judge Buytendorp)**: There was no formal meeting of the committee in July; however, some committee members enjoyed a tour of the Winona Public Defender's Office (with treats provided by Chief Public Defender, Jeff Johnson).

**Next Meeting: August 18, 2016 at 8:00 a.m. at Court Administration Conf. Rm**

- E. **Community Outreach & Diversity Committee (Karin Sonneman)**: Committee members are planning two major events in October, as follows:
- 10/13/16: Collateral Consequences Forum at Winona History Center which will focus on issues with employment and feature Emily Baxter and Commissioner Kevin Lindsey of the Minnesota Dept of Human Rights.
  - 10/26/16: Community Collaboration Summit on Substance Abuse and Prevention at the Winona Middle School which will feature a Senator (via video or in person) and an epidemiologist who will review the Minnesota Student Survey results.

**Next Meeting: August 17, 2016 at 8:00 a.m. at County Attorney's Office**

6) **Other:**

- The National Institute of Corrections has provided Steve Buswell with two possible time slots for the visit by the Technical Assistance Provider, Mark

Martin. The first day of the visit would be spent meeting with the Sheriff and key county officials. The second day of the visit would be spent visiting with criminal justice stakeholders. The final day of the visit would include a community meeting. One of the proposed time slots occurs during the first week of September, such that we could invite the TA provider to our CJCC meeting. After discussion, committee members felt that the September 7-9<sup>th</sup> time slot would work out best for the visit.

- Hiawatha Bluffs, which is the permanent housing unit by Hy-Vee for individuals with a qualifying level of mental illness, is now open. Of the 20 units, 15-16 are reserved for Winona County residents. Several residents have already settled in. For some, it is the first real home they have ever had.

7) **Adjournment:** 1:20 p.m. Next meeting September 7, 2016 at noon at Kensington Banquet Room.

**MINUTES**  
**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**SEPTEMBER 7, 2016**  
**KENSINGTON BANQUET ROOM**

**Members Present:** Marie Kovecsi (Winona County Commissioner); Karin Sonneman (Chair, Winona County Attorney); Gerry Krage (City of Winona Council); Ron Ganrude (Winona County Sheriff); Wendy VanDuyne (Winona County Court Administrator); A. Michael Kuehn (Assistant Public Defender); Rená Patterson (Corrections' Supervisor); Steve Buswell (Jail Administrator); Judy Gilow (Vice-Chair, Public Member); Kurt Knuesel (Winona County Bar Association); Beth Wilms (Winona County Community Services); Fatima Said (Public Member)

**Members Absent:** Mark Roubinek (Supt., St. Charles Public Schools); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Ken Fritz (County Administrator); Justin Green (Public Member); The Honorable Nancy Buytendorp (District Court Judge); Travis Volkman (Goodview Police Department).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant Winona County Attorney); Cheryl Gallant and Mark Martin (National Institute of Corrections Technical Assistance Team); Sabrina Ginther (Workforce Center Intern); Mary Olson (Common Ground); Don Cratchy (Acumen Counseling).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:00 p.m.
- 2) **Review/revise/approve Agenda for September 7, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from August 3, 2016 meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Welcome to NIC:** Mark Martin and Cheryl Gallant, Technical Assistance Providers, are in Winona for the next few days to conduct a Jail and Justice System Assessment. After interviewing several key stakeholders in the system, they will prepare a presentation and hold a Town Hall Meeting at the Government Center on Friday morning. During the meeting, they will offer some initial impressions regarding what they learned during their interviews and discussion and also outline possible steps going forward in addressing the jail issue.
  - B. **Upcoming Events:**
    - **Collateral Consequences Event on Ban the Box Legislation:** October 13, 2016 from 8 to noon at Winona History Center

- Community Collaboration Summit on Substance Abuse, Prevention & Education: October 26, 2016 from 6-8:30 p.m. at Winona History Center

- C. Strategic Planning: Kalene noted that October is typically the month in which the CJCC conducts its strategic planning, but suggested that the planning be deferred until the results of the Jail and Justice System Assessment were received. By consensus, members of the council concurred.

## 5) Committee Reports:

- A. Community Outreach & Diversity Committee (Karin Sonneman): As discussed earlier, committee members are planning two major events in October, as follows:
- 10/13/16: Collateral Consequences Forum at Winona History Center which will focus on collateral consequences of criminal conviction on hiring/employment.
  - 10/26/16: Community Collaboration Summit on Substance Abuse and Prevention at the Winona Middle School which will feature the state epidemiologist who will review the Minnesota Student Survey results.
- The dates for the 2017 Law Day(s) have been set for May 4<sup>th</sup> and 5<sup>th</sup>.

**Next Meeting: September 21, 2016 at 8:00 a.m. at County Attorney's Office**

- B. Jail & Jail Alternatives Committee (Judy Gilow/Kalene Engel): Committee members spent most of the meeting time discussing and prioritizing the goals/strategies that were identified during the SIM mapping process. The top four strategies identified were as follows: (1) transitional housing; (2) increased technology; (3) specialized programming and space in the jail for programming and (4) case management/service coordination to pre-trial individuals. Kalene and Justin are working with area landlords to explore expanding housing options for justice-involved individuals.

Mary Olson discussed the Voyage Program that Common Ground will be launching shortly. The program is an extension of the in-jail Gateway Program. It is modeled after a similar (and successful) program in Olmsted County called Crossroads/Odyssey. It provides for 8 hours of treatment and at least two UAs per week. The program is meant for high intensity/high needs individuals. Common Ground has been holding informational sessions on the program for interested individuals and is scheduled to have one on September 15<sup>th</sup> at the Public Defender's Office. Karin requested that the Jail & Jail Alternatives Committee report back to the Council on the implementation of the Voyage Program.

**Next Meeting: September 29, 2016 at noon at Kensington Banquet Room**

- C. Crime Prevention/ASAP (Phil Huerta): ASAP is now in its second year of the Federal grant so Board members reviewed the Year 2 action plan and budget. The main activities for Year 2 include the continuation of the Parents Who Host campaign and the addition of the Red Ribbon Week (a school-based project on drug

prevention/education). Proposed strategies include a positive community norm video produced by students (which show the reality that most students don't use alcohol/drugs) and a youth action project to address the smoking tree at the Senior High School. ASAP will again sponsor a take back for prescription drugs. College students will shortly be conducting focus group discussions in the high schools and middle schools.

**Next Meeting: September 19, 2016 at 2:30 p.m. at Family & Children's Center**

- D. Juvenile Justice (Rebecca Church):** The majority of the meeting was spent on a discussion of juvenile housing needs. Justin Green was present and inquired about what kind of housing was needed the most in Winona County—with the unanimous answer being “shelter care.” He then obtained additional details about the use and utilization of shelter care. The delinquency screening team has replaced the Dual Status Youth effort. The main goal of the team is to break down silos and open up lines of communication. The committee also explored other topics that could be undertaken by the Juvenile Justice Committee—including CJI and Matty's Place/MDT. Rebecca sent out a survey to committee members to obtain feedback on committee work/goals. Graham Henry is the Public Defender who will be handling the majority of the juvenile cases from now on.

**Next Meeting: October 20, 2016 at noon at County Office Bldg, Room B**

- E. Courts/Pre-Trial Services (Judge Buytendorp):** Drug Court is now operating under funding from the state. Carolyn Mnichowicz will remain on as a part-time coordinator. Video teleconferencing for in-custody defendants was discussed. Karin met with jail staff to discuss ways to reduce the “suspense list” of approximately 1,200—which is a list of people who need to be booked. Discussion was also had on sponsoring an “amnesty day” to allow people to clear up outstanding warrants. Public Defenders have been appearing at 1<sup>st</sup> appearances, which has resulted in significant time savings—sometimes eliminating a hearing. Hennepin County is piloting a program that would allow MNCIS to send automated reminders of upcoming hearings to defendants (and others). Kalene will monitor the progress of the pilot program. A new court calendar will be rolled out next year.

**Next Meeting: September 15, 2016 at 8:00 a.m. at Court Administration Conf. Rm**

**6) Other:**

- 7) Adjournment:** 1:07 p.m. Next meeting is on October 5, 2016 at noon at Kensington Banquet Room.

**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
OCTOBER 5, 2016  
KENSINGTON BANQUET ROOM**

**Members Present:** Marie Kovecsi; (Winona County Commissioner); Karin Sonneman (Chair, Winona County Attorney); Gerry Krage (City of Winona Council); Ron Ganrude (Winona County Sheriff); Wendy VanDuyne (Winona County Court Administrator); A. Michael Kuehn (Assistant Public Defender); Rená Patterson (Corrections' Supervisor); Judy Gilow (Vice-Chair, Public Member); Fatima Said (Public Member); Ken Fritz (County Administrator); Justin Green (Public Member); The Honorable Nancy Buytendorp (District Court Judge).

**Members Absent:** Mark Roubinek (Supt., St. Charles Public Schools); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Travis Volkman (Goodview Police Department); Steven Buswell (Jail Administrator), Kurt Knuesel (Winona County Bar Association), Beth Wilms (Winona County Community Services).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant Winona County Attorney); Philip Huerta (ASAP, proxy for Travis Volkman); Krysta Lenzi (CARE Program Intern); Ben Klinger (Winona County Jail, proxy for Steven Buswell); Mary Olson (Common Ground), Nicholas Guy (COD Committee Member), Sabrina Ginther (Workforce Center Intern), Latrisha Green (CARE Program), Chris Rogers (Winona Post), Chuck Ripley (Human Rights Commission)

Minutes by Kalene Engel

- 1) **Call to Order:** 12:00 p.m.
- 2) **Review/revise/approve Agenda for October 5, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from September 7, 2016 meeting:** Approved with addition of Item 4.E. Announcements by Chuck Ripley.
- 4) **Information Items:**
  - A. **NAMI-MN Criminal Justice Award:** Each year, NAMI Minnesota presents a criminal justice award to an individual or group that has demonstrated a strong commitment to the decriminalization of mental illness. This year, upon a nomination by local NAMI President Helen Newell, the Winona County CJCC was chose to receive the award. The award will be presented at NAMI-Minnesota's Annual Conference on November 5<sup>th</sup> in St. Paul. The link to the award banquet and schedule of education seminars during the conference can be found at <https://www.eventbrite.com/e/2016-nami-minnesota-state-conference-tickets-27004462073>.
  - B. **Ban the Box Seminar:** The CJCC and several other co-sponsors will hold a half-day seminar on the "Ban the Box" legislation and aftermath on October 13, 2016 from 8 to



noon at Winona History Center. The featured speaker will be Commissioner Kevin Lindsey of the Minnesota Department of Human Rights. An invitation to the event was included in the meeting packet. All are invited to attend but preregistration is required.

- C. **Community Collaboration Summit on Substance Abuse, Prevention & Education:** The third annual Summit will be held on October 26, 2016 from 6-8:30 p.m. at Winona History Center. This years' topic is substance abuse and co-sponsors include CJCC, Winona County ASAP and Winona State Partners for Prevention. The featured speaker will be Melissa Adolfson, epidemiologist for the State of Minnesota.
- D. **NIC Jail & Justice System Assessment:** Sheriff Ganrude recently received the written report from the recent NIC Jail & Justice System Assessment. Ken Fritz will distribute copies of the report to the County Board. Kalene will distribute copies of the report to the CJCC via the CJCC website. Discussion on the report can take place after people have had a chance to review it.
- E. **Announcements by Chuck Ripley:**
- Winona State is hosting a Criminal Justice in the Small City Conference on October 19-20, 2016. The seminar will address many issues of relevance to the work of the CJCC. The event is free and attendees are not required to attend all sessions, but may drop in if convenient. Register at [www.wsu.mn/21<sup>st</sup>-conference](http://www.wsu.mn/21st-conference).
  - The Winona Human Rights Commission is interested in getting feedback on the "Presidential Taskforce on the 21<sup>st</sup> Century Policing" report. Specifically, the HRC is wondering what Winona could do about this problem. The report can be accessed at [http://www.cops.usdoj.gov/pdf/taskforce/taskforce\\_finalreport.pdf](http://www.cops.usdoj.gov/pdf/taskforce/taskforce_finalreport.pdf).

5) **Committee Reports:**

- A. **Courts Committee (Pre-Trial Services)-Hon. Nancy Buytendorp:** Committee members discussed the NIC Jail & Justice System Assessment preliminary findings from the Town Hall Meeting. Hennepin County is involved in a pilot project to test the capacity of MNCIS to issue court reminders to defendants. Kalene will continue to monitor progress on the project. The State Pretrial Workgroup has recommended the use of a universal bail evaluation tool and is in the process of reviewing which tool Minnesota counties should use. Equal protection concerns about female inmate work release privileges were discussed. The Common Ground Voyage Program will start on October 10<sup>th</sup>. Continued discussion was held on a possible Amnesty Day to allow people to address outstanding warrants. The Drug Court is currently operating under state grant funding, with some funds earmarked for a case manager/compliance officer position. The County recently received notification that it was awarded the Justice and Mental Health Collaboration Grant by the Bureau of Justice Assistance, Office of Justice Programs. If approved by the County, the grant would provide funding for a jail intake worker, crisis intervention and first aid mental health training, teleconferencing capabilities for the jail, and a health information exchange.

**Next Meeting: October 20, 2016 at 8:00 a.m. at Court Administration Conference Room, Courthouse 2<sup>nd</sup> Floor**

- B. **Community Outreach & Diversity Committee (Karin Sonneman):** As discussed earlier, committee members are planning/hosting the Ban the Box Seminar (October 13<sup>th</sup>) and the Community Collaboration Summit on Substance Abuse and Prevention (October 26<sup>th</sup>).

**Next Meeting: October 19, 2016 at 8:00 a.m. at County Attorney's Office**

- C. **Jail & Jail Alternatives Committee (Latrishia Green/Judy Gilow):** Most of the meeting was spent discussing the CARE Program, which recently received a \$200,000 renewal grant from the Minnesota Office of Justice Programs. Under the new grant, a major focus of the CARE Program will be sustainability, which is a concern of the OJP. Final outcome measures for the previous grant term were compiled and show good results. CARE Intern, Krysta Lenzi, is working on a research project for a WSU class which involves taking a closer look at the 911 intercept of the Sequential Intercept Map. The Stepping Up Committee received an update from Marie Kovacs on the Governor's Task Force on Mental Health. Workgroup members also discussed the NIC Jail & Justice System Assessment.

**Next Meeting: October 27, 2016 at noon at Kensington Banquet Room**

- D. **Crime Prevention/ASAP (Phil Huerta):** ASAP is finalizing its Year 2 action plan and budget. Soon, Winona State students will be conducting focus groups at middle schools and high schools. The Education & Training Team is looking into an educational course on marijuana for community members. The Media & Outreach Team is working on the Annual Report and recognition event, which will take place on October 17<sup>th</sup>. National Prescription Drug Take Back Day is October 22<sup>nd</sup>. ASAP will be hosting a Take Back event at the Winona Health parking lot. October 23<sup>rd</sup>-31<sup>st</sup> is National Red Ribbon Week; Red Ribbon is a school-based project on drug prevention/education.

**Next Meeting: October 17, 2016 at 2:30 p.m. at Family & Children's Center**

- E. **Juvenile Justice (Rebecca Church):** The Committee did not meet in September of 2016.

6) **Other:**

7) **Adjournment:** 1:05 p.m.

**Next meeting:** November 2, 2016 at noon at Kensington Banquet Room.



**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
NOVEMBER 2, 2016  
KENSINGTON BANQUET ROOM**

**Members Present:** Marie Kovecsi; (Winona County Commissioner); Karin Sonneman (Chair, Winona County Attorney); Gerry Krage (City of Winona Council); Ron Ganrude (Winona County Sheriff); Wendy VanDuyne (Winona County Court Administrator); Judy Gilow (Vice-Chair, Public Member); Fatima Said (Public Member); Justin Green (Public Member); Jeff Apse (Supt., Lewiston-Altura Schools), Steven Buswell (Jail Administrator).

**Members Absent:** Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Travis Volkman (Goodview Police Department); Kurt Knuesel (Winona County Bar Association), Beth Wilms (Winona County Community Services), The Honorable Nancy Buytendorp (District Court Judge), A Michael Kuehn (Assistant Public Defender), Rená Patterson (Corrections' Supervisor), Ken Fritz (County Administrator)

**Guests Present:** Kalene Engel (CJCC Executive Director); Philip Huerta (ASAP, proxy for Travis Volkman); Krysta Lenzi (CARE Program Intern); Nicholas Guy (COD Committee Member); Latrishia Green (CARE Program); Bryan Lande (Riverstar); Eric Wobebe (Riverstar); Ben Adank (Itechra); Michael Noel (Precision Kiosk Technology); Tim Hall (Winona State Inclusion & Diversity Office); Chuck Ripley (Winona Human Rights' Commission).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:00 p.m.
- 2) **Review/revise/approve Agenda for November 2, 2016:** Approved without changes.
- 3) **Review/revise/approve draft Minutes from October 5, 2016 meeting:** Approved without changes.
- 4) **Information Items:**
  - A. **Precision Kiosk Technologies Presentation (David Kreitzer):** David Kreitzer from Precision Kiosk Technologies provided information on the AB (Automated Breathalyzer) Kiosk. The AB Kiosk is a stand-alone alcohol screening machine that allows remote monitoring of offenders who are required to take breathalyzer tests. The machine includes a wide-angle camera that takes a picture of people prior to the test. Riverstar assembles the product; Itechra developed the software—both are Winona-based companies. The software allows the administrator to preprogram what actions should happen based upon different results. For example, it could send notifications immediately upon a failed test or send notifications if a person should be detained immediately. The program requests a user to answer certain questions, such as their current address and phone number. It also allows the administrator to include custom

questions for the user. The machine has a randomization feature for testing and additional features are being tested in other areas. There is no cost to purchase—the machine is provided by the company and is paid via the fees assessed for the tests. Eight hours of training would be supplied with a kiosk. At present, the only test available is a breathalyzer test.

- B. **Chamber of Commerce Visit on November 9th:** The Chamber of Commerce has again requested to have a leadership group visit the courthouse to hear from different departments and agencies in the justice department about their jobs.
- C. **NIC Jail & Justice System Assessment:** Deferred until after Committee Reports.

5) **Committee Reports:**

- A. **Juvenile Justice Committee – Karin Sonneman:** The Restorative Justice Program has been successful; there have only been a few truancy petitions filed this year. Ruth Charles is attempting to assemble an ACES Team to attend a conference in the Twin Cities. The duties of various juvenile teams were reviewed.

**Next Meeting: November 17, 2016 at noon at County Office Building, Room B**

- B. **Courts Committee (Pre-Trial Services)-Karin Sonneman for Judge Buytendorp:** The Drug Court is currently operating under state grant funding, and in search of a part-time case manager. Enrollment in drug court is up and there are some drug court graduations pending soon. Committee members discussed Pre-Sentence Investigation timelines and ways to alleviate timing issues. A bail schedule workgroup was formed.

**Next Meeting: November 17, 2016 at 8:00 a.m. at Court Administration Conference Room, Courthouse 2<sup>nd</sup> Floor**

- C. **Community Outreach & Diversity Committee (Karin Sonneman):** The Ban-the-Box seminar on October 13<sup>th</sup> and Community Collaboration Summit on October 26<sup>th</sup> both went very well. According to the survey and other comments made at the Ban-the-Box seminar, more employers should be invited to attend. The committee will look into making the seminar an annual event. At the Community Collaboration Summit, the state epidemiologist gave a great report on statistics. Some of the statistics are troubling, but CJCC is getting involved in various ways and collaborating with Winona State groups to decrease substance use among college students. Gerry Krage reported that the WSU Homecoming Weekend was positive, in that there were few arrests for underage consumption. However, it was negative for people in the neighborhood because there were a lot of house parties. Some of the students threw bottles and caused other disruptions. Gerry wondered what role the CJCC should play in making sure the community members feel safe and not infringed upon. He suggested involving landlords and planning in advance with key WSU representatives. Karin noted that the CJCC was already involved in the Campus Response Program and was looking into reviving the Community Responsibility Panel.

**Next Meeting: November 6, 2016 at noon at County Attorney's Office**

- D. **Jail & Jail Alternatives Committee (Justin Green):** Ben Klinger provided an update on the current programming in the jail, including the Gateway and Connections Programs. The final CARE Grant report was submitted. CARE graduates enjoyed a significant reduction in their LSCMI scores. Latrisha will be undergoing training on the Carey Guides. The Resource Mapping that was done by WSU students is available on the Winona County website and will (hopefully) be made into a phone application soon. Stepping Up representatives plan to meet with Solomon's Song representatives to determine how the two groups can collaborate. The BJA released a Police Mental Health Collaboration Toolkit. A citizen's group is looking into establishing a homeless shelter at a local church. A few members will be accepting the NAMI Award for Criminal Justice on November 5<sup>th</sup>.

**Next Meeting: December 29, 2016 at noon at Kensington Banquet Room**

- E. **Crime Prevention/ASAP (Phil Huerta):** ASAP has been working on Red Ribbon Week activities. Drug Investigators Kate Loken and Nick Walch gave a presentation to the ASAP Board. The Parents Who Host campaign is looking into doing new activities this fall. Terry Klonecki was added as a business representative to ASAP.

**Next Meeting: November 21, 2016 at 2:30 p.m. at Winona Sr. High School**

- F. **Juvenile Justice (Rebecca Church):** The Committee did not meet in September of 2016.
- 6) **NIC Jail & Justice System Assessment:** The NIC Assessment report is on the County Board Agenda for November 22<sup>nd</sup>. CJCC should be at the table as decisions are being made so that whatever brick and mortar solution that is decided upon supports CJCC programming. All members were urged to attend the meeting on the 22<sup>nd</sup> at 7pm as well as the meeting on November 8<sup>th</sup> at 9:00 a.m. (at which acceptance of the JMHC and CARE Grants will be discussed).
- 7) **Adjournment:** 1:05 p.m.

**Next meeting: December 7, 2016 at noon at Kensington Banquet Room.**

**MINUTES  
CRIMINAL JUSTICE COORDINATING COUNCIL  
DECEMBER 7, 2016  
KENSINGTON BANQUET ROOM**

**Members Present:** Ken Fritz (County Administrator); Rená Patterson (Corrections' Supervisor), Fatima Said (Public Member); The Honorable Nancy Buytendorp (District Court Judge); Kurt Knuesel (Winona County Bar Association); Steven Buswell (Jail Administrator); Marie Kovecsi (County Commissioner); Justin Green (Public Member); Michael Kuehn (Assistant Public Defender); Ron Ganrude (Winona County Sheriff); Travis Volkman (Goodview Police Department); Wendy VanDuyne (Court Administrator); Judy Gilow (Public Member).

**Members Absent:** Karin Sonneman (County Attorney); Paul Bostrack (City of Winona Police Chief); Dr. Stephen West (Winona Public School Superintendent); Mike Flaherty (Assistant Winona City Attorney); Beth Wilms (Winona County Community Services); Jeff Apse (Supt., Lewiston-Altura Schools).

**Guests Present:** Kalene Engel (CJCC Executive Director); Rebecca Church (Assistant County Attorney); Marta Christianson (Law Clerk); Latrisha Green (CARE Program); Nasab Bas (Intern); Chuck Ripley (Human Rights Commission); Jessica Shattuck; Phil Huerta (ASAP); James Parlow (WSU Professor); Chris Rogers (Winona Post); Ben Klinger (Jail Programs Coordinator); Janelle Hubbard (Community Services Supervisor).

Minutes by Kalene Engel

- 1) **Call to Order:** 12:05 p.m.
- 2) **Review/Revise/Approve Agenda for December 7, 2016:** Approved with addition of Information Item on Warming Shelter by Michael Kuehn at end of meeting.
- 3) **Review/Revise/Approve Draft Minutes from November 2, 2016 Meeting:** Approved without changes.
- 4) **INFORMATION ITEMS:**
  - A. **LGBTQ Training for County Agencies (Professor James Parlow):** Winona State University Professor James Parlow, along with the director of the LGBTQ Center in La Crosse are available to provide training on transgender issues in the criminal justice system. They are flexible on the time, location and length and haven't yet worked out a fee, but it could be on the basis of a donation. The training can address such issues as how to avoid lawsuit, protecting transgender rights, what should your policy include and more. He noted that the situation in which people seem to get in trouble is when they do not have a policy that covers a situation so they make things up.
  - B. **NAMI Presentation on 12/8/16 at Winona City Hall:** Sue Abderholden, Executive Director of NAMI Minnesota, will be at the Winona City Hall on December 8, 2016

as part of a 40-city tour. She will be reviewing the history of mental health care and legislation in Minnesota. The event is free, but registration is required.

## **5) DISCUSSION ITEMS:**

### **A. Request for Information on Justice System from Winona County Board (Ken Fritz):**

The County Board recently had a working session to discuss the jail. During the meeting, it became apparent that not all board members had the same level of understanding regarding the function or purpose of the jail and where it fit into the system. At the conclusion of the meeting, board members requested to have a longer session with representatives of the CJCC to better understand the system. Ken asked the CJCC to consider putting together some sort of visualization of the system and how the jail fits into the bigger system. He would also like CJCC to highlight the different areas that we have been working on and what programming could be incorporated into a new jail. Additional topics to cover could include what resources are needed to ensure that inmates have a successful re-entry from jail (such as medication management, health insurance, housing) and how can technology be used to make the delivery of services more efficient.

Along with the request for a system overview, there is also a need for understandable data. We have a lot of data from multiple systems, but we rarely have it in a format that is easily accessible or understandable. Ken would like departments to start thinking about what data is needed to help with the jail question and what data can departments collect as part of their day-to-day operations, as opposed to on an ad hoc basis. Rebecca requested that any data collection efforts also include juveniles, and whether and how they fit into a different jail facility.

## **6) COMMITTEE REPORTS**

### **A. Crime Prevention (ASAP)-Travis Volkman**

For the past year, the committee has focused its efforts on supporting ASAP, though there have been some requests to revive the Crime Prevention Committee. ASAP is working on developing a student survey, to comply with the grant requirements of gathering survey data every other year. ASAP is also looking into partnering with Meals on Wheels for a drug takeback program. Janelle Hubbard noted that SEMCAC also does home delivered meals. The ASAP meetings have been moved to Winona Sr. High School to better accommodate the youth.

**Next meeting: December 19, 2016 at 2:30 p.m. at Winona Sr. High School**

### **B. Juvenile Justice Committee-Rebecca Church**

Restorative Justice is trying different techniques to help decrease truancy. Lisa Gernand was hired as the second RJ coordinator. Community Services is working on an application for a juvenile reentry grant (which has since been submitted). The proposal would strengthen the pretrial program by doing more work on the front end and ensuring that safety plans are in place. Family involvement was identified as a key factor for kids in the juvenile justice system because if the parents are disengaged, kids who have treatment/programming and are put in the same environment will have trouble maintaining. A group of concerned individuals is looking into sponsoring a “train-the-trainer” training on ACES (Adverse Childhood Experiences) in Winona. Another meeting to discuss ACES is scheduled for January 12<sup>th</sup> at 4:30 p.m. at Central School. Resilience, which is a follow-up movie to “Paper Tigers” will be shown at this years’ Frozen River Film Festival. Updates on the work of other juvenile committees were provided.

**Next meeting: December 15, 2016 at noon at County Office Bldg., Room B**

C. Courts Committee-Hon. Nancy Buytendorp

Drug Court celebrated two graduations last week and currently has 16 participants. Funding is now being provided by the state; however, the current case manager (who has been splitting her time between two counties), will be leaving to focus on Rice County. Therefore, Drug Court personnel are working with the County to hire a case manager/coordinator. Committee members also discussed the CARE and JMHC Grants and provided suggestions on how to best coordinate the workflow. A meeting will be held later this afternoon to discuss the workflow and human resource “mapping.” Janelle Hubbard indicated that it is important to make sure that drug court individuals are on health insurance (and have the correct coverage) in order to receive medication management. This has been an issue for some Drug Court clients as there is no longer anyone at Community Services to coordinate health insurance applications and no “flags” indicating when a renewal is due.

**Next meeting: December 15, 2016 at 8:00 am. at Court Admin Conference Room**

D. Community Outreach & Diversity Committee-Marie Kovetsi

Karin is absent today because she is presenting to the Rotary Club about children’s mental health issues. Both the Community Collaboration Summit and Ban the Box Seminar which were held in October were very successful. Kalene, Karin, Judy and Helen accepted the Criminal Justice Award from NAMI Minnesota in early November. Karin hosted a meeting with the Elhindis (of Solomon’s Song) to discuss possible collaboration between CJCC and Solomon’s Song. During the meeting, they also discussed the possibility of Youth Center in Winona, modeled after a similar center in La Crosse. The next major event for COD is the Elected Official’s Forum on January 21<sup>st</sup>. Plans are also underway for Law Day(s) on May 4<sup>th</sup> and 5<sup>th</sup>.

**Next meeting: December 14, 2016 at 8 a.m. at County Attorney's Office**

**E. Jail & Jail Alternatives Committee-Justin Green.**

The committee did not meet in November. At the December meeting, the committee will take up the question about how best to provide the information that County Board is seeking (as referenced above). Justin noted that getting data is nearly impossible because agencies have built impermeable silos in which to store its data. However, data is necessary so that we are not simply guessing at the best solutions. Since the county jail is a question about the community, the JJA would like to work with the COD committee to develop a way to inform the community (which is the funding source) about the issues that the County Board will have to consider.

**Next meeting: December 29, 2016 at noon at Kensington Banquet Room.**

- F. Other – Warming House in Winona – Michael Kuehn:** A group of people in Winona have been working on creating a warming center. The idea came about as a result of an identified gap and is modeled after a similar setup in La Crosse. The warming center would be located at Community Bible Church and could accommodate up to 10 individuals to sleep overnight during the winter months. The warming house hours would be from 9 pm to 7 a.m. and two shifts of workers would be needed each night. The warming center would provide a place for people to get out of the cold, get clean clothes, a snack and a shower. Organizers would like to start offering services on January 1, 2017. They are looking to develop relationships with different community groups to organize volunteers to help with staffing. Each group would be responsible for providing two shifts per month (4 people). Volunteers would be required to set up/take down beds, meet/greet people, secure belongings and associated duties. Churches are being solicited to make sack lunches to send people away with food. Michael has agreed to serve as the liaison for the CJCC. Anyone interested in volunteering should contact Michael.

**7) ADJOURN**

**Next CJCC Meeting:** January 4, 2017 at noon at Kensington Banquet Room